

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: September 8, 2014
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Council Business

- *Four Corners Sanitary Sewer Project* – Staff is working to prepare the Four Corners Project explanatory text mailer for distribution to the voters in advance of the November 4, 2014 bond referendum. This mailing will be similar to pieces we have produced in the past, and will provide the voters with information regarding the referendum. I have also been asked by a citizen to explain the steps the Town will take if the referendum does pass. If the referendum does pass, the Town will need to complete the design of the system, bid the project and select a contractor to construct the system. During this time period, staff will also assist the Water Pollution Control Authority (WPCA) in reviewing its regulations, particularly those that relate to assessments. (The WPCA will not levy any assessments until after the project has been constructed.) In addition, the project team will also need to complete and file any paperwork and submit any information required by the Department of Energy and Environmental Protection (DEEP) for the \$3 million state grant.
- *Recorded Broadcast of WPCA August 22, 2014 Public Hearing* – Prior to the removal of the WPCA's August 22, 2014 public hearing recording from the Town's website, we received some questions about whether the correct meeting was being rebroadcasted. Due to a channel 13 broadcast regularly scheduled for Friday evenings, the first 3:05 minutes of the Friday, August 22nd recording were of the July 28, 2014 Council meeting. No part of the August 22 public hearing was missed as a result of this.
- *Regional School District #19 Collective Bargaining Negotiations* – This fall, the Regional School District #19 Board of Education will be entering into collective bargaining negotiations with the E.O. Smith High School Teachers Association (EOSHSTA) for a contract to succeed the one which will expire on June 30, 2015. In accordance with the terms of the Teacher Negotiations Act, the Board's negotiating committee has scheduled a meeting at 6:00 PM on Thursday, September 11, 2014 in the E.O. Smith High School, Library Media Center to meet with all member town government officials (Selectpersons/Mayors, and Finance Committee Chairpersons). As explained in the attached, the Region has invited a representative from the Town Council to attend the negotiating sessions. Personnel Committee chair Toni Moran has filled this role in the past. By law, District #19 needs to commence negotiations with the teacher's association on or before October 6, 2014.
- *Renovations to the Council Chamber* – Staff is planning to replace the tables and refinish the wood paneling in the Council Chamber. The table and wood paneling are approximately 35-40 years old and the table's surface is deteriorating. The new tables will feature electric and USB plug-ins. We tentatively plan to have the wiring and woodworking completed during October 21-24 and to install the furniture in late November. We do have funds available for the renovations; the total project cost is estimated at \$34,769. Many boards and commissions utilize the Council Chamber and we believe these modest renovations will improve the functionality of the space for the next several years.

Departmental Reports

- Town Manager's Office
 - *Fire Department apparatus tour* – I recent went on tour with Fire Chief Dave Dagon to review the apparatus located at each of the Town's three fire stations. In addition to Chief Dagon, I would like to than Captain Wil Cornell and Firefighters Tyler Burnham and Rick Landry for the informative tour. I do commend the Fire Department staff for the hard work they put to maintain this valuable equipment.
 - *RFP for employee health insurance* – In order to test the market, the Town and the two school districts have out our employee health insurance out-to-bid. Steve May and Lisa Dailey from Milliman are coordinating the process and this week the management team will interview three different carriers. I will keep the Council informed of the status of this project.
 - *Windham Region Transit District Board of Directors* – The Town Council recently appointed Councilor Alex Marcellino and me to serve on the WRTD board. I wanted to let you know that our fellow board members have been very welcoming and we are learning more about the transit district and its operations. I am pleased to serve Mansfield in this capacity as public transportation is an important issue for our region.

Major Projects and Initiatives

- *CL&P Interstate Reliability Project*
 - *Sunday Work* – CL&P received approval from the Connecticut Siting Council (CSC) for Sunday work hours on September 21, 28 and October 5 to conduct work on the overhead lines during a scheduled transmission system outage. Please note this scheduled transmission system outage will not affect electric service to the community. During these three Sundays, work may occur in Mansfield on Hawthorne Lane to facilitate the right-of-way shift. In addition, guy wire and anchor relocations as well as ground wire additions to existing lines may occur throughout the right-of-way in Mansfield. Up-to-date information about where work will be occurring each Sunday will be provided on the project website, and will be communicated to nearby property owners in advance of the work occurring. Please note all schedule information is approximate and subject to change.
 - *This Week - Work in Mansfield* this week will include restoration in the vicinity of Bassetts Bridge Road in the Mansfield Hollow State Park to its pre-construction condition. Restoration activities include removing construction pads and access roads that are not needed for future maintenance of the lines. The crew will also be installing foundations and new transmission structures in the vicinity of Crane Hill Road, Mansfield City Road, Rte.195 and Bassetts Bridge Road. Weekly construction updates can be found at www.NEEWSprojects.com. Residents can also call 1-866-99NEEWS (1-866-996-3397) or email NEEWS@NU.com for more information.
- *Storrs Center*
 - *Celebrate Mansfield Festival* – The 11th annual Celebrate Mansfield Festival will be held on Sunday, September 21 from noon until 4:00 PM. This year marks the first year the event will be held on the Town Square and the surrounding roads in the downtown. The Festival kicks off with the parade at noon which will travel from the Post Office along Storrs Road to the Town Square. There will be over 90 booths at the Festival with food, children's games and crafts, the juried art show, spin art, cooking demos and much more. Kidsville Kuckoo Revue will start the music off at 1 pm followed by musical headliner Humming House, from Nashville, at 2:30 Pm (www.humminghouse.com). In order to accommodate the parade, Storrs Road will be closed from 11:45 to approximately 12:45 PM along the parade route by order of the Traffic Authority and CT DOT. All Festival events are free thanks to the many local business and organizational sponsors. For more information about the Festival go to www.downtownstorrsfestival.org.

Upcoming Events

- *Storrs Farmers Market* – The Market is open every Saturday from May through Thanksgiving, from 3:00 to 6:00 PM on the front lawn of the Beck Municipal Building. Everything sold at Storrs Farmers Market is grown or produced in Connecticut. In fact, the average distance from farm to market is just 12 miles! Visit www.storrsfarmersmarket.org for more information.

Upcoming Meetings*

- Youth Service Bureau Advisory Board, September 9, 2014, 12:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town-University Relations Committee, September 9, 2014, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Historic District Commission, September 9, 2014, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Sustainability Committee, September 10, 2014, 5:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Playground Committee, September 11, 2014, 6:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Solid Waste Advisory Committee, September 11, 2014, 7:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Committee on Committees, September 12, 2014, 8:10 AM, Conference Room C, Audrey P. Beck Municipal Building
- Responsible Contracting Committee, September 12, 2014, 9:00 AM, Council Chamber, Audrey P. Beck Municipal Building
- Personnel Committee, September 15, 2014, 4:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, September 15, 2014, 7:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Cemetery Committee, September 17, 2014, 3:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, September 17, 2014, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Water Wastewater Policy Advisory Meeting, September 18, 2014, 5:30 PM, University of Connecticut, Bishop Center, Room 146
- Town Council, September 22, 2014, 7:30 PM, Council Chamber, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*